

**COMMONWEALTH OF VIRGINIA
DEPARTMENT OF EDUCATION
OFFICE OF CAREER AND TECHNICAL EDUCATION SERVICES
P. O. BOX 2120
RICHMOND, VA 23218-2102**

FROM: Dr. Neils W. Brooks, Sr.
State Director, Office of Career & Technical Education

TO: CTE Administrators

DATE: January 31, 2002

SUBJECT: Virginia Standards of Learning Pre-Identification Labels Include CTE Information

As part of the agreement between the Virginia Department of Education and Harcourt Educational Measurement for Standards of Learning testing in Spring 2002, the student pre-identification (Pre-ID) bar-code labels will be available to school divisions at the price of \$.23 per label. This year, Harcourt has added a Career and Technical Education (CTE) and free and reduced lunch grid area in field positions 195 to 204. The CTE grid area includes all the bubbles in Section 1 for CTE and Tech Prep and in Section 2 for special populations.

Pre-ID labels, including the CTE information, are available for the upcoming Spring 2002 Standards of Learning test administrations for each of the following tests:

- End-of-Course English: Writing test
- End-of-Course multiple-choice tests (English, mathematics, history and social science, and science)

CTE administrators of school divisions desiring to order the CTE information on the Spring 2002 Pre-ID labels must contact the Division's Director of Testing (DDOT) **immediately**. The deadline for ordering labels for the end-of-course English: Writing test has been extended, however, the timeframe is still short. Harcourt has provided the DDOTs detailed instructions for ordering Pre-ID labels.

Please note, your Perkins 5% administration funds may be used (if budgeted or you can amend your CTEMS plan) to share the cost of Pre-ID labels for students enrolled in CTE courses (9-12 grades) at the same time they are enrolled in course(s) with end-of-course test(s).

If you have questions about the CTE data collection requirement, please contact Susan Williams, (smwillia@pen.k12.va.us) or (804) 371-2924. If you need information on ordering the Pre-ID labels, please contact your local DDOT or Lolita B. Hall, Associate Director, Assessment and Reporting at: (lhall@mail.vak12ed.edu) or (804) 786-9422.